

8841-68

6 March 1968

MEMORANDUM FOR: Director of Special Activities

SUBJECT : January Monthly Report - OSA Communications
Division

25X1A6a

Each month brings a change in workload emphasis. In January the [REDACTED] move required the concerted efforts of all, particularly in our Engineering, Security, and Signal Center branches. By the end of the month we were settled in our new (and improved) space and starting to identify actions required to polish the rough edges of a new and complex installation.

Considerable staff work was required in re-drafting the Program Call to conform to re-defined formatting requirements. In addition it was necessary to make last minute alterations to accommodate revised definitions of the communications requirements to some programs.

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Support of OSP continues to be marked by the introduction of new or altered communications requirement descriptions, primarily in the [REDACTED] program. It now appears that the [REDACTED] program will need considerably more effort in terms of both equipment and personnel than originally estimated; as usual, slots are a real problem.

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As with other staffs, the changing program definitions results in a substantial part of our effort being expended examining where we were, are, and should be directing our efforts.

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[REDACTED]
Chief, Communications Division
OSA/DDS&T

Attachments:

- Annex I - Operations
- Annex II - Engineering
- Annex III - Staff Communications
- Annex IV - Security
- Annex V - Administration

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C O N T E N T S

NARRATIVE (Limited Distribution)

ANNEX I - OPERATIONS (Limited Distribution)

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ANNEX III - STAFF COMMUNICATIONS

ANNEX IV - COMMUNICATIONS SECURITY

ANNEX V - ADMINISTRATIVE

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